

MEMORANDUM FOR: [ ]

STATINTL

Following our discussion of membership on the Honor and Merit Awards Board and on the Suggestion and Invention Awards Committee, I talked with [ ] who agrees to continue as the DD/S member of the Honor and Merit Awards Board. I then talked with [ ] who agreed to serve as the DD/S member of the Suggestion and Invention Awards Committee. But I have an alternate suggestion in this regard.

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As you suggested, Commo expressed a keen interest in membership or alternate membership on the Board and Committee. [ ] wants to check with [ ] and, if they approve, he would like to recommend the alternate member for the Honor and Merit Awards Board and the principal member of the Suggestion and Invention Awards Committee. If this is done, we would need to talk with [ ] and explain the rotation principle and with [ ] to change his appointment from principal member to alternate on the Suggestion and Invention Awards Committee. I feel sure that [ ] will all agree to this. [ ] should give you a call in a few days.

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DD/S 66-2635

18 MAY 1966

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Nominees for Membership on the Honor and Merit Awards Board, and on the Suggestion and Invention Awards Committee

REFERENCES :

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1. This memorandum suggests action on the part of the DD/S; this action is contained in paragraph 4.

2. The referenced Notices expire 1 July 1966.

3. The referenced Regulations require that there be one Member and one Alternate appointed from your component to serve on the Honor and Merit Awards Board, and one Member and one Alternate to serve on the Suggestion and Invention Awards Committee.

4. Will you please nominate or renominate one Member and one Alternate to represent you on the Honor and Merit Awards Board, and one Member and one Alternate to represent you on the Suggestion and Invention Awards Committee.

5. The Honor and Merit Awards Board meets on alternate Tuesdays, and the Suggestion and Invention Awards Committee meets on the second Thursday of each month.

6. As you know, official credit is given to each person who serves on the Awards Program by including appropriate documents in the official personnel files.

7. If you care to telephone in your nominations, please do so to the Office of the Director of Personnel,

Director of Personnel

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Attachments:

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